

Minutes of a Regular Meeting
of the Altoona Housing Authority
held on March 8, 2017

The regular meeting of the Board of Directors of the Altoona Housing Authority was called to order by the Chairperson, Mrs. Robin Beck, at 8:15 a.m. on Wednesday, March 8, 2017, in the Boardroom at 2700 Pleasant Valley Boulevard.

Board Members in attendance: Mr. Chris Kirwin, Mr. Howard Ermin, Mr. Scott Brown, Mr. Mitch Cooper and Mrs. Robin Beck.

Legal representation: Attorney Terressa E. George, Esq. was present.

Staff members in attendance: Mrs. Cheryl Johns, Mr. Jim Stephens and Mrs. Kim Palmer.

Other individuals in attendance: Mr. Bill Kibler, *Altoona Mirror*.

Executive Session

The Board convened for Executive Session at 8:15 a.m. to discuss potential litigation. Executive Session concluded at 8:48 a.m. and the meeting proceeded.

Public Commentary

There was no public commentary.

Minutes of Previous Meeting

The minutes for a regular meeting held on February 8, 2017, were presented.

Mr. Brown moved for approval, Mr. Kirwin seconded, all approved.

Review of Financial Reports

The Expenditures Register, Capital Expenditures Register, Adjustment Sheet and the Public Housing Program, Section 8 Program and Pleasant Village Income & Expense Report covering the period of February 1, 2017 through February 28, 2017, and the Investment Analysis for March 2017, were provided to the Board of Directors for their review.

Mrs. Johns stated that there is nothing out of the ordinary with the financial reports. She stated that she is happy to answer any questions that the Board may have in regard to the financial reports.

Mr. Brown asked if the Housing Authority has a lock-in rate with the gas supplier. Mrs. Johns stated that the Housing Authority does.

Mr. Kirwin made a motion to approve the financial reports, Mr. Cooper seconded, all approved.

Resolutions

Approval and Adoption of Resolution 17-4 – This Resolution approves the audit prepared by Goldie Roberts, Certified Public Accountant, for fiscal year ending June 30, 2016.

Mrs. Johns stated that each Board member received a copy of the audit for fiscal year ending June 30, 2016. She stated that this Resolution is to approve the adoption of said audit. She added that there were no audit findings.

Mr. Kirwin moved for approval, Mr. Ermin seconded, all approved.

Approval and Adoption of Resolution 17-5 – This Resolution authorizes a contract be executed with Ground Effects LLC for Lawn Care for one (1) year (April 1, 2017 through May 1, 2018).

Resolution 17-5 is being Tabled. Mrs. Johns stated the Housing Authority went out to bid for Lawn Care and three (3) bids were received. She stated that Ground Effects was the lowest bidder. She added that Ground Effects is new to the business. Mrs. Johns stated that she and Mr. Jim Stephens met with Mr. Brenden Van Sickle, Owner, to discuss the contract and to ensure that he is a responsible bidder.

Mrs. Johns stated that Mr. Van Sickle contacted the Housing Authority and that he will be withdrawing his bid as the Housing Authority contract was a larger job than what he expected. Mr. Van Sickle provided a written statement withdrawing his bid. She added that she will be reviewing the other bids and will talk to the next lowest bidder to see if they are interested in said contract.

Solicitor's Report

Attorney George discussed the activities that she and Attorney Haberstroh have been working on.

Staff Reports

Mrs. Johns stated that there will be a resolution at the April meeting for the asbestos abatement contract.

Mrs. Johns stated that the Housing Authority has not yet received the Operating Subsidy Calculations. She stated that the operating subsidy is prorated at 85%.

Mrs. Johns stated that Dr. Ben Carson has officially been sworn in as Secretary of Housing and Urban Development.

Mrs. Johns stated that work continues on the Annual Plan. She stated that the next Resident Advisory Board meeting is scheduled for next week.

Mrs. Johns stated that she recently met with Officer Stirk, Lt. Cox and Cpl. Venios from the Altoona Police Department. She stated that the meeting was very productive. She added that she spoke to them about a Bicycle Safety Program for the children at Fairview Hills.

Mrs. Johns stated that she is working with Southwestern Legal Services in regard to the Fair Housing Workshop scheduled for April 11, 2017.

Committee Reports

No meetings have been held between the date of the last board meeting (February 8, 2017) and the March board meeting.

New Business

There was no new business.

Old Business

There was no old business.

Media Questions/Comments

Mr. Bill Kibler, *Altoona Mirror*, was in attendance. He asked about the Fair Housing Workshop, the audit, the regulatory freeze and the One Strike Policy.

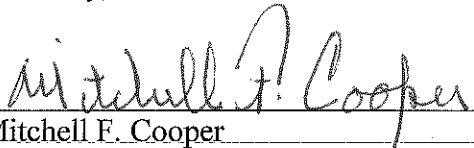
Adjournment

Mrs. Beck stated that she wanted to go on record in regard to the recent passing of former board member, Floyd "Duke" Dutton. She stated that she wanted to express sympathy to his family and thank him for his service as a board member.

There being no further business to come before the Authority, Mr. Brown made a motion to adjourn, Mr. Cooper seconded, all approved. The regular meeting was adjourned at 9:05 a.m.

The next regular meeting will be held at 8:15 a.m. on Wednesday, April 12, 2017, in the Boardroom at 2700 Pleasant Valley Boulevard.

Secretary,



Mitchell F. Cooper